
City of Lake Forest Park

Recycling Outreach 2009 Summary Report

RECYCLING PROGRAM IMPLEMENTATION ASSISTANCE AND OUTREACH

In 2008, the City of Lake Forest Park launched a City-wide commercial and multifamily recycling outreach program that continued through the end of 2009. This report details the 2009 City of Lake Forest Park Recycling Program activities conducted by Wilder Environmental Consulting (WEC).

BUSINESS ASSISTANCE AND OUTREACH

Lake Forest Park Towne Center (LFTC)

WEC contacted the LFTC property manager to check in on recycling service. As a result the following activities happened in 2009:

- Developed and distributed memo to all Commons tenants outlining the existing recycling program and reminding them to recycle (Appendix A.)
- Visited 49 businesses (Appendix B) in the Commons and offered free, durable, blue recycling containers. As a result, 3 deskside containers were distributed and 49 stickers (Appendix D) that list what can and cannot be recycled.
- Replace signage on recycling compactor.

Newsletter- Town Crier

Periodic recycling articles (5 total) were put in the Town Crier to educate on recycling and composting (Appendix C.)

Container and Sticker Incentive

To provide an incentive for new businesses starting a recycling program, the City offered durable recycling containers for businesses that expanded their current program in the Commons. WEC distributed a sticker to adhere to recycling containers listing what can and cannot be recycled with full color photos (Appendix D).

A total of

- 5 deskside recycling containers were distributed to businesses and 49 stickers listing what can and cannot be recycled.
- 49 businesses were visited onsite

MULTI-FAMILY ASSISTANCE AND OUTREACH

Recycling Outreach to 4 Properties

As a result, 4 properties contacted WEC for assistance with increasing recycling and educating tenants (Appendix E):

- Woodland North at 3611 NE 155th
- Shannon Heights at 3820 NE 155th
- Top of the Lake at 3520 NE 153rd
- Watercrest at 14812 Bothell Way NE

Properties that worked with represent 321 units and due to 16 carts and one 4 yard dumpster being added, it is estimated that recycling capacity for these properties will divert an additional 416 cubic yards of recyclables per year.

321 units received a memo (Appendix F) and 291 received reusable bags for collecting recyclables.



Letter to Property Managers

A letter (Appendix G) was mailed to approximately 13 property managers using the City's database. Each property was visited and given a blue recycling bag with recycling kit contents inside (sample tenant letter, sticker, pencils)

The following properties received materials:

Fourplex Apartments	19415 28th Ave. NE
Rizzuto Tommy M	19427 28th Ave NE
Canaan Condominiums	2525 NE 195th St.
Harpwood Lane Condos	2801 NE 195th St.
Forest Park Association	19125 Ballinger Way
Balaton Condos	19230 Forest Park Drive
The Village Square on 195 th	2721 NE 195th St.
Sheridan Beach Terrace	15530 Bothell Way
Balinger Estates	2609 NE 195th
Lake Washington Heights	
Woodglen	
Canterbury Court	

Recommendations for 2010

- Continue to try to increase recycling at apartment and condo buildings
- Promote recycling to businesses and residence through local publicity.
- Continue articles in City newsletter
- Continue to offer business and multifamily recycling assistance.
- Continue Earth Smart fair and booths for farmer's markets
- container incentive and Business Recycling Kits
- Continue to promote recycling "in-house" at City Hall
- Start email newsletter for residents and businesses.

APPENDIX A: Memo for Businesses at Lake Forest Park Towne Center



**America Recycles Day: November 15th.
Don't Forget to Recycle.**

November 15th is America Recycles Day! Madison Marquette, Allied Waste and the City of Lake Forest Park would like to help your business recycle.

A reminder that the following items are recyclable in the large recycling compactor:

- **Clean paper**
- **Cardboard (flattened)**
- **Glass bottles and jars (no caps or lids)**
- **Plastic bottles, jugs and dairy tubs (no caps or lids)**
- **Steel cans**
- **Aluminum cans**

A City of Lake Forest Park Representative, Sam Wilder, will provide the following if you would like:

- Blue deskside recycling containers (while supplies last)
- Decals listing what can and cannot be recycled (like the sample with this flier)
- Staff training or presentations

Please call Sam before November 30th, 2009 at 206-949-1787 if you would like these items.
Thank you for recycling!

APPENDIX B: Outreach to Lake Forest Park Towne Center

Store Name	Outreach Description	containers	stickers	memos
A Better Day Salon	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Towne Center Hardware/ ACE	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Albertsons	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Avid Angler	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Barbara's In The Park	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Basket Creations	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Baskin Robbins	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Big Time	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Burney Brothers BBQ	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Curves for Women	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Diamond in the Mall	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Dinners Ready	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Edward Jones Investments	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Forest Park Cleaners	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Gold's Gym	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Great Harvest Bread Co.	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
H & R Block	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1

Store Name	Outreach Description	containers	stickers	memos
Honey Bear Bakery	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Kitto Japanese Noodle House	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Lake Forest Park Bar & Grill	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Lake Forest Park Library	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Lake Forest Vision	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Mud Bay	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Northwest Ballet	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Papa Murphy's	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Rental Office	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Rite Aid	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Sally Beauty Supply	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Shoreline Community College	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Shoreline Small Business Incubator	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Starbucks	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Subway	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
The Gallery	November, 2009: onsite visit, delivered memo, sticker and recycled pencils	2	1	1
Third Place Books	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Store Name	Outreach Description	containers	stickers	memos

Store Name	Outreach Description	containers	stickers	memos
Torero's	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Tutoring Club	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Two Trading Tigers	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Village Yarn and Tea	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
VSP Jewelry Design	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Wild Birds Unlimited	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Yami's	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Lake Forest Park Towne Centre				
Professional Building				
5/27/2008				
Store Name				
Bank of America	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
C. Fred Ebsworth, DDS	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Forest Park Insurance	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Northwest Foot & Ankle	November, 2009: onsite visit, delivered memo, sticker and recycled pencils	3	1	1
PhysioCare (P.T. Centers)	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Truly Mobile Closing	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Robert Uhlmansiek, DDS	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
Chase	November, 2009: onsite visit, delivered memo, sticker and recycled pencils		1	1
		5	49	49

APPENDIX C: Newsletter Articles

RECYCLE NEWS:

Recycle Food at home, as part of your yard waste service. It's Easy To Do!

If you live in a household in Lake Forest Park and have an outdoor yard waste cart that is picked up by Allied waste- read on, you have more service available!

Allied waste will accept food scraps with yard waste in your yard waste cart. Previously, meat and dairy items were not acceptable, but starting in February, 2009 you may now also include meat scraps, bones and dairy items! Less sorting!

Here is a complete list of what is acceptable:

- Meat, fish, poultry, bones
- Dairy products (yogurt, cottage cheese, etc.)
- Vegetable and fruit trimmings
- Egg shells, bread, pasta and coffee grounds
- Table scraps
- Solid food leftovers
- Paper towels and napkins
- Paper coffee filters and tea bags
- Greasy pizza delivery boxes.

To learn more about the program and to find out tips for collecting scraps in your kitchen, visit King County's website recyclefood.org. Recycle Food. It's Easy To Do!

Electronics Update

There are two big changes coming up 1) New FREE electronics recycling program and 2) HDTV conversion.

1) FREE Electronics Recycling.

Did you know it is illegal to throw computers and TVs away? To help residents recycling these items, there are a few options:

- If you live in a house in Lake Forest Park, call 206-682-9730 at least one business day before your regular recycling pick up, to schedule a collection from Allied Waste. This is free of charge.
- If you live in an apartment or you are a small business, visit ecyclewashington.org for a location that will accept your electronics for free.

2) HDTV conversion.

Did you know you do not need to purchase a new TV in order to convert to the new DTV standards?

This change will not affect customers with TVs ready for digital, customers with cable or with satellite cable. Most televisions sold within the past few years are ready for DTV. Households

and businesses that will notice this change, receive their television signal directly through an antennae or “rabbit ears.”

If you are one of these households, know that you will not need to get rid of your television; rather you will need to purchase a converter box. Converter boxes are about \$50-\$60 each. There are coupons offered by the federal government for \$40 to provide help in making this change. To find out more about coupons, and where you can purchase converter boxes, visit <https://www.dtv2009.gov/>.

RECYCLE NEWS: Lake Forest Park Plastic Recycling 101

Recently, the City of Lake Forest Park conducted a survey of 170 residents to “test” their recycling knowledge. As a result of the survey, it became apparent that there is still a lot of confusion regarding which types of plastics are recyclable. Here is a “Plastic Recycling 101” guide, to help.

What types of plastics are recyclable?

The following plastics are **RECYCLABLE**:

- Plastic bottles (no caps, empty),
- Plastic jugs-- such as milk jugs and laundry detergent bottles (no caps, empty),
- Plastic dairy tubs (no lids),
- Plastic bags (bagged in one bag and tied)

If a plastic item has a recycle symbol on the bottom of it, is it recyclable?

All plastics, even Styrofoam, have a recycle symbol on the bottom with a number in it. This DOES NOT mean it is recyclable. The number inside the recycle symbol indicates the types of chemicals that make up the plastic. Although in the past, recycling education has focused on numbers and shapes of plastics- now it is easier to ignore the numbers and only recycle plastics that are bottles, jugs, dairy tubs or bags (bagged.)

What are common contaminants—plastic items that ARE NOT recyclable?

The following items are **NOT RECYCLABLE** and need to be thrown away:

- Plastic caps and lids
- Plastic drink cups (including cold cups from coffee shops)
- Clam shells from salad bars
- Straws
- Plastic utensils

For more information, visit the City’s website and click on the recycling link. There is a complete guide of what is and is not recyclable. Thank you for recycling!

RECYCLE NEWS: FOOD FOR THOUGHT OR FOR COMPOST!

Residents in Lake Forest Park are able to place food scraps and food soiled paper in their yard waste carts. These items are collected and hauled to local compost facility, Cedar Grove Compost, to be turned into a valuable soil amendment. It only takes 8 weeks for food to break down in their system and to be ready for landscaping!

Here are some tips for collecting food scraps at home:

1. **Set up an indoor collection container.** Many households use old Tupperware to collect food scraps by their sink. You can also use paper bags or special biodegradable bags called Biobags. Not all "biodegradable" bags are acceptable for this program. Visit Cedar Grove's website for a list of approved bags:
http://www.gogreenscene.com/online_market.aspx
There are also "kitchen scrap containers" that are specifically designed for residents. Some are for sale at www.composters.com
2. **Collect all food scraps and food soiled paper.** All food types are acceptable for collection in your yard waste cart including meat, bones and dairy. Food soiled paper is also acceptable including pizza boxes, napkins, kitchen paper towels and uncoated paper plates and cups.
Items that are **NOT** acceptable are: liquids, glass, plastics, metal, pet waste, diapers, grease

RECYCLE NEWS: Fluorescent Bulb and Compact Fluorescent Lamps

Why Use Fluorescent Bulbs?

Compact fluorescent light bulbs (CFLs) are great for the environment if handled properly. They use 75% less energy and last 10 times longer than an incandescent bulb.

How Do I choose the right CFL?

Depending on where you will be using them, there are a variety of factors to consider. Visit Energy Star's site for information and guidelines at

http://www.energystar.gov/index.cfm?c=cfls.pr_cfls_guide

Do Fluorescent Bulbs need to be Recycled?

Although they save money and energy, they have to be recycled at the end of their life. CFLs contain a small amount of mercury and other materials that need to be recovered and cannot be thrown away.

Is it illegal to throw CFLs away?

Yes. King County prohibits disposal of CFLs, fluorescents, high intensity discharge (including mercury vapor, metal halide and high –pressure sodium) and neon lights.

Where can I recycle CFLs?

Visit King County's "Take It Back Network" for information on where to recycle.

www.takeitbacknetwork.org. For Lake Forest Park residents, the closest locations are the Bartell's stores in Mountlake Terrace and Shoreline.

<http://www.bartelldrugs.com/press/CFLRecycling.html>

RECYCLE NEWS: Recycling in Lake Forest Park

Lake Forest Park has a very inclusive, free “commingled” recycling program for residents. Commingled means that all materials can be placed in the same cart instead of separating materials. There is still a lot of confusion about what is and is not recyclable.

Residents can recycle:

- Paper
 - Paper (mail, newspapers, advertising inserts)
 - Cardboard (no longer than 3 feet x 3 feet)
 - Food boxes (liner removed)
 - Shredded paper (placed in a clear plastic bag to keep it contained)
 - Milk cartons and juice boxes
- Plastic (NO plastic cups, lids or items not listed below)
 - Plastic bottles and jugs (no caps)
 - Plastic round dairy tubs (no lids)
 - Plastic shopping bags and newspaper bags (bag in tied plastic bag)
- Glass
 - Glass bottles and jars (no caps or lids)
- Metal
 - Aluminum and steel cans (labels are ok)
 - Scrap metal (limit 2 feet x 2 feet, 35 pounds)

For more information, visit the City of Lake Forest Park’s website at http://www.cityoflfp.com/faq/documents/faq_waste.html

3. **Empty kitchen container in outside yard waste cart.** When your kitchen container is full, empty the contents in your outdoor yard waste cart.

Questions? Want more information? Visit these websites for more details:

<http://www.cityoflfp.com/faq/recyclingnews.html>
www.recyclefood.org

APPENDIX D: Stickers for recycling containers



Recycle Here

Paper

- Mail & envelopes
- Copy/printer paper
- Carbonless forms
- Stationery
- Magazines
- Catalogs
- Newspaper
- File folders
- Pamphlets
- Phonebooks
- Cardboard

Plastic and Metal Containers

(no lids or caps)

- Plastic bottles
- Plastic dairy tubs
- Glass bottles & jars
- Steel/tin cans
- Aluminum cans



NOT RECYCLABLE!

- Plastic bags
- Plastic trays
- Plastic take out containers
- Styrofoam
- Plastic wrap
- Lids or caps
- Plastic drink cups, plates
- Plastic utensils
- Food & soiled paper

- Napkins, tissues & paper towels
- Paper cups (including coffee cups) & plates
- Aluminum foil
- Aerosol cans
- Ceramics or dishes
- Light bulbs
- Mirrors or window glass

City of Lake Forest Park Commercial Recycling Outreach Program

CITYOFLFP.COM

206-368-5440

<i>Property name</i>		<i># of units</i>	<i>Old service level</i>	<i>New service level</i>	<i>memos & pencils distributed</i>	<i>stickers distributed</i>	<i>bags distributed</i>
Shannon Heights	3820 NE 155th place NE	34	garbage: 12 96-gallon carts 1x/week recycling: 11 96-gallon carts every other week recycling rate is: 31%	garbage: 12 96-gallon carts 1x/week recycling: 18 96-gallon carts every other week recycling rate is: 43% added 7 96 gallon carts picked up every other week for recycling.	35	40	
Woodland North	3611 NE 155th	105	garbage: 3 6-cy dumpsters 1x/week; 2 4-cy dumpsters 1x/week recycle: 6 96-gallon carts every other week recycling rate: 4%	garbage: 3 6-cy dumpsters 1x/week; 2 4-cy dumpsters 1x/week recycle: 13 96-gallon carts every other week recycling rate: 8% added 7 96 gallon carts picked up every other week for recycling	110		115
Top of the Lake	3520 NE 153rd St.	55	garbage: 1 8-cy dumpster 1x/week recycle: 10 96 gallon carts every other week recycling rate: 24%	garbage: 1 8-cy dumpster 1x/week recycle: 10 96 gallon carts every other week; 1 4-cy recycle dumpster weekly recycling rate: 45% added one 4 yard recycling dumpster picked up weekly.	1	1	1
Watercrest	14812 Bothell Way NE	174	garbage: 2 4-cy dumpster 2x/week recycle: 2 6-cy dumpster 1x/week recycling rate: 43%	garbage: 2 4-cy dumpster 2x/week recycle: 2 6-cy dumpster 1x/week; 2 96 gallon carts every other week recycling rate: 44% added 2 96 gallon recycling carts picked up every other week for recycling.	175	175	175

APPENDIX F: Letter for Tenants

Recycling is important at Woodland North!

Help save resources and reduce waste - recycle! Starting this week, we are adding new recycling carts and recycling dumpsters to increase the capacity of items you can recycle. Look for the large recycle symbol to know which container is for recyclables. The attachment shows what is recyclable.

Enclosed are items to familiarize you with the City's program:

- **Sticker for your recycle container** – listing what can and cannot be recycled to put on an indoor recycling container you may have.
- **Resource list** (on the back of this sheet) for hard to recycle items

If you do not want any of these items, please return them to your property manager so they can be given to someone else for use.

PLEASE DO NOT THROW THEM IN THE TRASH!

If you have questions about what can and cannot be recycled, contact the City of Lake Forest Park's Recycling Specialist at **206-763-0739**

Thank you for helping Lake Forest Park to be an environmental leader!

ADDITIONAL RESOURCES ON RECYCLING

Agency	Assistance	Website/Location
King County Local Hazardous Waste Management Program	Disposal of household hazardous waste such as oil based paints, thinners, oils, and batteries	www.govlink.org/hazwaste/house/disposal/othersites/index.html
King County Solid Waste Division	Searchable database of recyclers by material type	www.metrokc.gov/dnrp/swd/wdidw/index.asp
Take It Back Network	Listing of King County vendors who recycle electronics, fluorescent bulbs and computers. It is illegal to throw these items away.	www.metrokc.gov/dnrp/takeitback
Reusable Building Materials Exchange (RBME)	Exchange site for businesses to exchange small or large quantities of used or surplus building materials	www.rbme.com

Did you know?

Computer, televisions and fluorescent bulbs have hazardous materials in them like lead and mercury? . Because of this, they need special handling to recycle or dispose of them. **They are also banned from being thrown away** in King County. To find the nearest location that will take your old televisions or computers year round, visit King County's "Take it Back" network website at takeitbacknetwork.org. This is a list of local businesses that will take back electronics for proper disposal. Fluorescent tubes can be taken to Ecolights Northwest (www.ecolights.com). There is a fee, but since these items cannot be thrown away- it is cheaper than a fine for improper disposal- and better for our environment.

APPENDIX G: Letter for Multifamily Properties

SEQUOIA HOUSE
3109 FRANKLIN AVE E
SEATTLE, WA98102-3852

9-25-09

Dear Property Manager for Sequoia House at 15510 Bothell Way NE, Lake Forest Park;

The City of Lake Forest Park is continuing a campaign to help apartment and condo buildings maximize their recycling. Recycling service is no cost to your multi-family buildings within the City of Lake Forest Park (up to 200% the size of your garbage service). Last year we worked with properties to help 400 units increase recycling.

Upon review of your service levels, we noticed that you may be able to increase your service for recycling at no additional cost. We also are able to help educate tenants about what is and is not recyclable through memos, newsletter articles, signage listing what can and cannot be recycle for each tenant to post and presentations.

I will be calling you in the next week to discuss options with you and set up a meeting. If you have any questions in the meantime, please contact me at 206-949-1787.

Thank you for working with us on recycling!

Sincerely,

Samantha Wilder
Contractor for Sarah Phillips, City of Lake Forest Park
Cell: 206-949-1787